

March 1, 2004

MEMORANDUM FOR: AIS Observers

FROM: David C. Potter
Branch Chief, FSB

SUBJECT: Revised Pre Trip Vessel Safety Checklist

Please start using the attached version of the Pre Trip Vessel Safety Checklist. **Discard all old versions.** This new version (dated 2/04) now has space for the vessel name, number and date landed.

As a reminder, each item should be checked only if it is on board and appropriate for that particular trip. Since there may be several reasons for not checking off a particular item please provide comments whenever something is left blank.

Two examples of why items might be left blank are: The item wasn't on board but was required to be **or** the item wasn't on board and *not* required to be (because of conditions of that particular trip). An example of the latter might be a life raft on a 26' boat, fishing just off the beach with only the captain and the observer on board.

Since these are two very different reasons for leaving something blank comments must be provided.

If you have any questions, please contact Mike Tork at (508) 495-2339 at by email at Mike.Tork@noaa.gov.

Thank you for your cooperation.

Attachment